



TOWN OF TEWKSBURY

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876

FINANCE COMMITTEE

David Aznavoorian, Chairman
Damin Sutherby, Vice Chair
Rob Kocsmiersky, Clerk
Raymond Lisiecki
Thomas L. Cooke
Laurence Sanford
Paul McDermott

Meeting Minutes for July 30, 2014

1) Call to Order

The meeting was called to order at 7:02 p.m. by David Aznavoorian, Chairman, at the temporary Town Hall (Pike House). Present were Tom Cooke, Ray Lisiecki, Damin Sutherby, and Paul McDermott. Also present was Richard Montuori, Town Manager, Karen Kucala, Finance Director, and Melissa Johnson, Recording Secretary.

Larry Sanford and Rob Kocsmiersky were not in attendance.

2) FY14 Lateral Transfers

Mr. Montuori thanked the Committee for meeting tonight and explained that the purpose of tonight's meeting is to clean up some items from FY14.

Mr. Montuori explained that there was a surplus in health insurance costs in FY14. The surplus is the result of actual costs being lower than what was projected, retirees going over to Medex at a lower cost, and new hires opting not to take the insurance. Mr. Montuori explained that he would like to put the remaining extra funds into a claims trust fund for both the school and town.

Mr. McDermott asked where the funds would have come from to cover these transfers if there was not a surplus in health insurance. Mr. Montuori explained that he would have combined the amount remaining in other accounts.

Mr. Lisiecki expressed concerns with all of the money being put into a trust fund as it cannot be taken out and suggested a percentage be put in rather than the entire amount. Mr. Montuori agreed.

No.	Amount	From	To	Reason
183	\$1,582.09	Town health insurance	COA Regular	Linda Brabant Vacation time. New Director came on and there was an overlap.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 183 as presented above; seconded by Mr. Sutherby and the motion carried 5-0.

No.	Amount	From	To	Reason
184	\$23,300.70	Town Health Insurance	Veteran's Services	The number of veteran's who have claims for benefits have increased and costs for medical have also increased.

~~Mr. Lisiecki asked how many uniform accounts there are and Mr. Montuori explained that there are two~~

Mr. Montuori noted that the Veteran's Agent, Jim Williams, has retired. The new Veteran's Agent, Lisa Downey, is a Veteran of the Air Force and started last week.

Mr. Sutherby asked if this is different from the V.A. Mr. Montuori confirmed this and explained that this is a State program and goes beyond medical. The funds will be reimbursed from the State; however, it can take up to a year to receive the reimbursement.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 184 as presented above; seconded by Mr. Sutherby and the motion carried 5-0.

No.	Amount	From	To	Reason
185	\$19,714.46	Town Health Insurance	Medicare	Projection for Medicare tax insufficient and should have been budgeted higher

Mr. Montuori explained that this was the result of an error that was made.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 185 as presented above; seconded by Mr. Sutherby and the motion carried 4-0-1. Mr. Cooke was opposed.

No.	Amount	From	To	Reason
186	\$4,827.76	Town Health Insurance	Fire Regular Overtime	To cover overtime to keep the South Station open.

Mr. Montuori explained that the Fire Department received more sick calls than anticipated. The Chief contacted Mr. Montuori to inform him that as a result of the increase in sick calls he would have to close the South Station to cover the overtime. Mr. Montuori did not want to close the station.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 186 as presented above; seconded by Mr. Sutherby and the motion carried 4-0-1. Mr. Cooke was opposed.

No.	Amount	From	To	Reason
187	\$2,672.14	Town Health Insurance	Fire Utilities	Fire utilities bills came in higher than projected at the end of the fiscal year.

MOTION: Mr. Lisiecki made the motion to approve Lateral Transfer No. 187 as presented above; seconded by Mr. Sutherby and the motion carried 4-0-1. Mr. Cooke was opposed.

3) Finance Committee Matters of Interest (as applicable)

Mr. Lisiecki inquired as to the status of the fire trucks that were recently purchased. Mr. Montuori noted that one of the trucks is expected to be here next week. A truck is also currently being borrowed from the Town of Billerica.

Mr. Montuori noted that construction on the town hall is expected to begin next week.

Mr. Montuori noted that the new playground at Funway Park on Livingston Street is almost completed.

4) Committee Member Reports

High School Building Committee:

Mr. Montuori noted that the track, field, and tennis courts have been completed and are open. The Committee is working on issues with floor cracking and ceiling tiles and continues to address punch list items.

5) Approval of Meeting Minutes

There was no meeting minutes presented for approval.

6) Approval of Payment of Recording Secretary Timesheet

MOTION: Mr. Lisiecki made the motion to approve the recording secretary's timesheet dated July 24, 2014; seconded by Mr. Sutherby and the motion carried 5-0.

7) Future Proposed Meeting Dates (subject to change)

Mr. Aznavoorian has provided the members with a proposed meeting schedule.

The next meeting will be held on Thursday, August 21, 2014.

Adjourn.

MOTION: Mr. Sutherby made the motion to adjourn at 7:40 p.m.; seconded by Mr. Lisiecki and the motion carried 5-0.

Approved: August 21, 2014

Documents Presented and/or Discussed
July 7, 2014

- 1) Lateral Transfer Requests
A copy can be found with the Finance Department
- 2) Recording Secretary Timesheet
A copy can be found with the Finance Department